

March 4, 2010

To all Treasurers and Business Operators:

Due to new restrictions, beginning April 1, 2010, the Department of Education will not be able to control the date that distribution payments are deposited into school bank accounts. This excludes Basic Grant/Tuition Support distribution payments only. All other monthly distribution payments will be deposited throughout the month. As of right now, Krissi Carr, will continue to send out the monthly email notification of <u>cash request distribution payments only</u>. You should receive this email by the 15<sup>th</sup> of each month. You will be notified by EFT or check for **all** other payments.

If you are not included on the notification list but wish to be, please email Krissi at <a href="klcarr@doe.in.gov">klcarr@doe.in.gov</a>. Please check with others in your office before emailing, we would like to keep the maximum number per school at 2.

If you have questions regarding payments please contact your program coordinator.